



## **Sustainable Food Policy Board APPROVED**



## **JULY MEETING MINUTES Monday, July 22, 2013**

The Sustainable Food Policy Board (SFPB) convened on Monday, July 22, 2013, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

### **Board Members in Attendance:**

Rob Borowski	Marla Camp	Hildreth England
Erin Flynn	Kathy Green	Melanie McAfee
Michele Murphy-Smith	Katherine Nicely	Mary Teeters

### **Absent Board Members:**

Paula McDermott – Chair    Ronda Rutledge – Vice Chair

### **Staff in Attendance:**

Marisa Balancier, A/TC HHSD	Linda Terry, A/TC HHSD	Marcy Alonzo, TC-HHS/VS
Juanita Jackson, TC-HHS/VS	Cassie DeLeon, HHSD	Kate Vickery, SUACG
Cliff Kaplan, WPD	Dylan Siegler, OoS	

### **CALL TO ORDER**

Member Kathy Green called the meeting to order at 12:40p.m.

#### **1. CITIZEN COMMUNICATION**

Jennifer Huang – UT Senior studying Nutrition; President of UT Food Study Project

- Topic: Connection between UT and the community
- Make aware of undergraduate organization at UT, inform board of UT food day activities on October 24<sup>th</sup> and seek information on interested partners.

#### **2. APPROVAL OF MINUTES OF JUNE 24, 2013.**

- Member Rob Borowski moved to approve minutes.
- Member Katherine Nicely seconded motion.
- Motion passed 8-0-0.

\*Member Melanie McAfee not present at vote.

#### **3. DISCUSS AND TAKE APPROPRIATE ACTION**

##### **A. Board Infrastructure and Protocol [5 Minutes]**

##### **1) Board Membership Update**

- Currently there are 3 board member openings, 1 for the county and 2 for the City.
- Those interested in the City appointment need to complete an online application.
- Those interested in the county appointment need to email a letter of interest, résumé, and address information including zip code to Sherri Fleming, Juanita Jackson and Marcy Alonzo
- No Action taken

##### **2) Executive Committee Meeting – August 19, 2013 – CANCELLED**

- Member Erin Flynn moved to reinstate August 19, 2013 Executive Committee meeting.

- Member Katherine Nicely seconded motion.
  - Motion passed 9-0-0.
- 3) Proposed Special Called Meeting – August 15, 2013 (11:30a.m.–1:30p.m.)
- Special called meeting will not be needed since Executive Committee meeting will be held as originally scheduled.
  - No action taken.
- B. Board Recommendations Follow-up [15-25 Minutes]
- 1) Healthy, Local, Sustainable Food in City/County Venues
- Presentation has been scheduled as a council briefing on September 26, 2013
  - Presentation will include boards suggested definition of “local.”
  - Interdepartmental team has not met to incorporate board’s suggestion regarding food allergies but those concerns can be voiced at time of briefing.
  - Presentation is posted and can be viewed at board’s website where backup documentation is posted.
  - No action taken
- 2) Economic Impact Analysis Resolution [City Council 20130627-080]
- Resolution provided as backup documentation
  - No action taken
- C. Working Group Briefings and Recommendations [10-15 Minutes]
- 1) Data Tracking and Collating Working Group
- Due to board member resignation leadership is needed for this working group.
  - No action taken
- 2) Buy Local Food Campaign Working Group
- Due to board member resignation leadership is needed for this working group.
  - No action taken
- 3) Retail Capacity Building Working Group
- Meeting tentatively scheduled for August 12<sup>th</sup>
  - No action taken
- D. Land Use Code-Urban Farm Definition Update-Code Coordination and Metrics Working Group Recommendation [35-45 Minutes]
- Member Kathy Green read working group’s non-code related recommendations into the record.
  - Member Erin Flynn made motion accept recommendations.
  - Member Katherine Nicely seconded motion.
    - Member Katherine Nicely made motion to amend third recommendation to remove community transformation grant, add marketing and edit number of farm stands.
    - Mary Teeters seconded amendment.
    - Amendment passed 9-0-0.
    - Member Hildreth England made motion to amend manner in which best practices guidebook is to be created in the fifth recommendation.
    - Member Michele Murphy-Smith seconded motion.

- Amendment passed 9-0-0.
- Member Marla Camp made motion to amend first recommendation to request that the city staff person is from the Planning and Development Review Department.
- Member Michele Murphy-Smith seconded motion.
- Amendment passed 9-0-0.
- Member Rob Borowski made motion to amend first recommendation to include specific responsibilities of designated City staff person.
- Member Katherine Nicely seconded motion.
- Amendment passed 9-0-0.

- Motion to accept recommendation passed 9-0-0.

Citizen Input: Joy Casnovsky

- Sustainable Food Center
- Would like to see an increase in urban farms and fewer restrictions

**4. REVIEW OF BOARD MEMBER ASSIGNMENTS [5 MINUTES]**

- Review current code recommendation that will be discussed in the next meeting.

**5. FUTURE AGENDA ITEMS [5 MINUTES]**

- Healthy, Local, Sustainable Food in City/County Venues
- Land Use Code-Urban Farm Definition Update-Code Coordination and Metrics Working Group Recommendation
- Farmers Market Ordinance Update.

**ADJOURNMENT**

Meeting was adjourned at 2:30 p.m.